

# New Gambling Device and Modification Submission Instructions

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## Montana Department of Justice/Gambling Control Division

New gambling device and modification submissions will be accepted Monday through Friday, 8:00 a.m. to 11:00 a.m. and 1:00 p.m. to 4:00 p.m. by appointment only, excluding holidays. All submissions must be submitted to the following address:

**Location:**    **Gambling Control Division**  
                  **Technical Service Section**  
                  **2550 Prospect Ave**  
                  **Helena, MT 59601**

**Mailing**        **Gambling Control Division**  
**Address:**    **Technical Service Section**  
                  **PO Box 201424**  
                  **Helena, MT 59620-1424**

**New Gambling Device submissions must be accompanied by a manufacturer's letter requesting approval and the required initial deposit or existing account balance.** Submissions will not be accepted without the required initial deposit or the equivalent amount in an existing account. The submission must be deemed complete by the Division or it will not be accepted. Make checks payable to "Gambling Control Division." Approvals will not be granted until all testing fees are paid.

The following is a list of fees the Division assesses for testing:

<u>CATEGORY</u> <u>CHARGES</u>	<u>INITIAL DEPOSIT OR EXISTING ACCOUNT BALANCE</u>	<u>HOURLY</u>
New Devices	\$3000	\$105
Modifications	\$300	\$105

**A current "Manufacturer's Access List" must be filed with the Gambling Control Division prior to the manufacturer's first submission of a new device.** The Manufacturer's Access List provides names and positions of people who are authorized to discuss devices and/or modifications with the lab. The lab will communicate only with those people listed on the access list. It is the responsibility of the manufacturer to remit an updated Manufacturer's Access List when any changes occur. An interactive Manufacturer's Access List is available online:  
<http://www.doj.mt.gov/gaming/forms/ManufacturersAccessList.pdf>.

**Each modification submission must be accompanied by a "Modification Document."** Each modification must be submitted separately; multiple modifications per single submission will not be accepted. A modification is not considered approved by the Division until the manufacturer receives an approval letter from the Division and complies with any conditions contained in the letter. Modifications for a new device will only be accepted at the time of initial submission of the new device. Modifications, post of initial submission of a new device, will not be accepted until the device has been approved. An interactive Modification Document is available online:  
<http://www.doj.mt.gov/gaming/forms/ModificationDocument.pdf>

**All gambling devices must meet the Divisions requirements.** The requirements specification document is available online:  
<http://www.doj.mt.gov/gaming/forms/NewVGMMModificationRequirements.pdf>. An accompanying test plan is also available online: <http://www.doj.mt.gov/gaming/forms/NewVGMMModificationTestPlan.xls>.

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**All documentation and hardware supporting any new gambling device must accompany the submission.** Failure to supply adequate documentation or hardware could result in a delay of approval. Documentation must be supplied in its electronic version.

**Substantial hardware modifications intended for field installation is considered a retrofit kit.** These kits will additionally require documentation that contains: kit number, tools required, parts list with part numbers, step-by-step installation instructions and illustrations if necessary. In cases where the incorporation of the modification may affect the accounting, the installation instructions must include steps to file a "Video Gambling Machine Service Form."

**Manufacturers must immediately notify GCD Technical Services when a software and/or hardware bug/problem is identified in the field.**

If you have any questions regarding submission requirements for new gambling devices and/or modifications, please contact Bob Burke or Ben Williams.

Questionable game concepts can be submitted to the Division for preliminary approval based on a white paper document. Please submit game concepts to Ben Kamerzel.

Each manufacturer is encouraged to work with our lab during its design and development of a new device or game platform. This verbal and white paper dialog serves to alleviate re-design and speed the testing and approval process. Please contact Ben Kamerzel.

## CONTACTS:

**Ben Kamerzel**, Lab Manager

Phone (406) 444-9133

E-Mail [bkamerzel@mt.gov](mailto:bkamerzel@mt.gov)

**Bob Burke**, Electronics Engineer

Phone (406) 444-9107

E-Mail [bburke@mt.gov](mailto:bburke@mt.gov)

**Ben Williams**, Electronics Engineer

Phone (406) 444-9152

E-Mail [benwilliams@mt.gov](mailto:benwilliams@mt.gov)

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## ***New VGM or Electronic Gambling Device***

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- ☐ [Modification Document.](#)
- ☐ [Manufactures Access List.](#)
- ☐ VGM or Electronic Gambling Device with thumb turn locks in place of keyed locks (once approved this will remain in the lab for future updates or testing required). The VGM must also have sliders or casters mounted to the bottom of the cabinet to allow for ease of moving within the lab.
- ☐ Schematics for all circuit boards and hardware block diagrams.
- ☐ User Manuals (operator, printer, touch screen, electronic coin acceptor, bill acceptor, special purpose integrated circuits).
- ☐ Image of the complete device, front view.
- ☐ Image(s) showing the fixed location of all critical and non-critical memory storage media.
- ☐ Image of each printed circuit board(s) containing critical and/or non-critical memory storage media.
- ☐ Excel spreadsheet containing schedule of payouts, percentages and odds determinations for each game. The return % must breakout the main and bonus portion of the game (if applicable). Spreadsheets should have a unique version in the filename to identify payable changes.
- ☐ Data sheets for Non-volatile RAM and any associated batteries.
- ☐ Documentation describing source build directory structure.
- ☐ Documentation describing payable location in the source and how it is built and configured.
- ☐ Documentation describing software integrity algorithms and the boot chain of trust.
- ☐ Documentation of the Random Number Generator Algorithm.
- ☐ Documentation of how any dip switches and jumpers (logic boards, bill acceptor, printer etc.) will be configured.
- ☐ Master reset media or any tool used to clear the memory.
- ☐ Build PC containing the compiler and all tools to build the VGM binary from source and documentation to rebuild environment on the PC.
- ☐ Source code for all VGM binaries (game, OS, bios, etc ...) and documentation instructions to build on CD or DVD.
- ☐ Emulator/debugger hardware, software, and scripts as well as documentation describing usage.
- ☐ Twelve rolls/stacks of printer paper.
- ☐ Two complete sets of all programmable read-only memory and/or storage media for each version of machine software labeled ready for field use.
- ☐ \$3000 submission fee if not already on account.

## ***Modification (Hardware or Software)***

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- ☐ [Modification Document.](#)
- ☐ [Manufactures Access List](#) (if updated).
- ☐ New or modified hardware.
- ☐ New software with two complete sets of all programmable read-only memory and/or storage media for each version of machine software labeled ready for field use. Source code for all VGM binaries (game, OS, bios, etc ...) and documentation instructions to build on CD or DVD.
- ☐ Any modified or updated documentation, manuals, schematics, spreadsheets, data sheets, or images.
- ☐ Field installation kits must include: Kit number, tools required, parts list with part numbers and step by step instructions including illustrations if necessary. In cases where installation may affect the accounting, include steps to file a VGM Machine Service Form; include steps to record before and after hard and soft meters.
- ☐ \$300 submission fee if not already on account